# What to Expect: Pre-Approval Process

1. New Opportunity is submitted for preapproval

2. Reimbursable Services team reviews the opportunity and all supporting documentation in accordance with OPWDD Self-Direction Guidance

3. Opportunity is:
   Approved or Ineligible

4. Formal email sent to team

   AIM routinely reviews opportunities to ensure they remain an approved reimbursable service per OPWDD Self-Direction Guidance

5. Formal email sent to team

   An opportunity determined as ineligible may be due to missing information upon submission. Opportunities may also be determined as ineligible due to programmatic standards

Reimbursable Services Team Contact: reimbursableservices@aimservicesinc.org

R. Jan-26

# What to Expect: Pre-Approval Re-Review

1. Circle of support team receives a determination of ineligibility

2. Ineligible opportunity is re-submitted with new/updated/additional information

3. Reimbursable Services team re-reviews the opportunity and all supporting documentation in accordance with OPWDD Self-Direction Guidance

4. Opportunity is:
   Approved or Ineligible

5. Formal email sent to team

6. Formal email sent to team

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R. Jan-26